

# Memorandum



**TO:** Distribution List  
**FROM:** Bryan Tippie, Budget Director  
**DATE:** October 23, 2006  
**Re:** Minutes of the October 12, 2006 Finance Committee Meeting

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Committee Members present: Mr. Ray Graham and Mr. Bill Downey

The Finance Committee met on October 12, 2006, at 10:00 a.m. in the Warren Green Building, 2nd Floor Conference Room at 10 Hotel Street. This document reflects the official minutes of that meeting.

**County Treasurer's Report:** The Treasurer's Report was provided for the Finance Committee's consideration.

**County Attorney's Report:** Jeanette Irby, County Attorney's Office, presented the County Attorney's Report for the Finance Committee's consideration.

## **Consent Agenda**

### **Supplemental Appropriations:**

The following supplemental appropriations were considered for forwarding to the Board of Supervisors for their action unless otherwise noted.

### **FY 2007**

1. **Warrenton-Fauquier Joint Communications Center (WFJCC) - \$69,748 (Carryover)**
  - a. \$59,898 from the FY 2006 WFJCC Fund Balance was approved for re-appropriation to the WFJCC Fund for furniture expenditures.
  - b. \$9,850 from the FY 2006 WFJCC Fund Balance was approved for re-appropriation to the WFJCC Fund for the Commission on Accreditation for Law Enforcement Agencies (CALEA).
2. **Water Resource Management Program/County Administration - \$18,000 (Carryover)**

\$18,000 from Fund Balance was approved for re-appropriation to the Water Resource Management Program for an existing contract with Emery & Garrett Groundwater, Inc.
3. **Fire & Emergency Services (F&ES) - \$35,000 (Carryover)**

\$35,000 from Fund Balance was approved for re-appropriation to F&ES for the purchase of a replacement vehicle.

**4. Parks & Recreation (P&R) - \$206,895 (Carryover)**

- a. \$20,828 from Fund Balance was approved for re-appropriation to P&R for the Archaeological Survey of the Rappahannock Landing project.
- b. \$13,213 from Fund Balance was approved for re-appropriation to P&R for equipment ordered, but not received, in FY 2006.
- c. \$31,500 from Fund Balance was approved for re-appropriation to P&R for Lake Brittle security issues.
- d. \$141,354 from Fund Balance was approved for re-appropriation to P&R for Comprehensive Maintenance projects not completed in FY 2006.

**5. Sheriff's Office - \$7,169 (Carryover)**

\$7,169 from Fund Balance, Federal Drug Enforcement Agency (DEA) funds, was approved for re-appropriation to Sheriff's Office for drug enforcement related expenses.

**6. Social Services - \$28,720**

- a. \$24,667 from State Grant Funds, Temporary Assistance to Needy Families (TANF), was approved for appropriation to Social Services for related expenses.
- b. \$4,053 from Federal Funds was approved for appropriation to Social Services for Adoption Incentive training equipment.

**7. School Division - \$88,854**

- a. \$57,439 from Textbook Fund Balance (Carryover) was approved for re-appropriation to the Textbook Fund.
- b. \$31,415 from Federal Title III Part A Grant Funds was approved for appropriation to the School Division for immigrant student's language instruction.

**8. General Services - \$119,435 (Carryover)**

- a. \$49,451 from Fund Balance was approved for re-appropriation to General Services for Comprehensive Maintenance expenses.
- b. \$48,617 from Fund Balance was approved for re-appropriation to General Services for Courthouse Maintenance costs.
- c. \$21,367 from Fund Balance was approved for appropriation to General Services for Armory expenses. These funds represent the Armory's fund balance when it became a County budget element.

**9. Fire & Rescue Association (F&RA) - \$52,962 (Carryover)**

\$52,962 from F&RA Fund Balance was approved for re-appropriation to F&RA for purchase of self-contained breathing apparatus and other related expenses.

**10. Agricultural Development – Conservation Easement Service District (CESD) - \$2,203,429 (Carryover)**

\$2,203,429 from CESD Fund Balance was approved for re-appropriation to CESD for the Purchase of Development Rights (PDR).

**11. Environmental Services (ES) - \$1,615,240 (Carryover)**

\$1,615,240 from Environmental Services Fund Balance was approved for re-appropriation to support the revised Environmental Services FY 2007 Budget. An additional \$60,497 approved by the Finance Committee for a Recycling Education Coordinator position was inadvertently left out of the total amount and will be corrected in November.

**12. Community Development - \$47,000 (Carryover)**

- a. \$35,000 from Fund Balance was approved for re-appropriation to the Planning Commission/BZA budget for the Bealeton Connector conceptual design.
- b. \$12,000 from Fund Balance was approved for re-appropriation to the Planning Commission/BZA budget for transportation impact fee analysis for the Marshall Transportation Model Project.

**13. Commissioner of Revenue - \$29,222 (Carryover)**

\$29,222 from Fund Balance was approved for re-appropriation to Commissioner of Revenue for new construction appraisals and building permit costs incurred in FY 2006 but not billed.

**Transfers:**

None

**Regular Agenda**

**Supplemental Appropriations:**

**FY 2007**

**1. Finance - \$54,362**

- a. \$49,913 from BOTHA Housing program income was approved for appropriation to Fauquier Housing Corporation for further development of affordable housing in Fauquier County.
- b. \$4,449 from Fund Balance (**Carryover**) was approved for re-appropriation to Finance for furniture ordered in May 2006 and received in early July 2006.

**2. Budget Office - \$4,372,000**

\$4,372,000 from Non-departmental Reserves was approved for appropriation to Kettle Run High School to fully support the \$11.0 million cash goal for the New High School. These funds were budgeted in FY 2007 for cash funding of the new high school and will serve to support the new school's debt service in FY 2008.

**Transfers:**

**FY 2007**

**Budget Office - \$27,249**

\$27,249 from Capital Accounts was approved for transfer from Motor Vehicles, \$8,841; Communications Equipment, \$8,701; Land, \$9,707 to Computer Hardware, \$8,841 and Construction Reserve, \$18,408 to complete year end close outs and budget adjustments.

**Comments:**

**1. Budget: Bryan Tippie, Budget Director**

- a. Health Insurance – Health insurance costs for September increased 6.7% over same period in the prior year.
- b. Revenue Report – The Revenue Committee met on Wednesday, October 11. The preliminary finding is that real estate construction has decreased approximately 28% from the same period in FY 2006. Current estimates reflect this reduction may result in a decrease of over \$1.0 million from the FY 2007 budgeted revenue amount. Staff was directed to keep the Finance Committee apprised of the revenue situation.
- c. E-Mail Filtering Services – County Administration has approved Information Technology to provide the e-mail filtering services and at year end hold the department harmless for \$8,100 if over budget.
- d. Mountain Vista Governor's School - Mr. Graham had received an e-mail from the School Superintendent with the answers to his previous questions in regard to the Governor's School.

**The next Finance Committee Meeting will be  
November 9, 2006 at 10:00 a.m.**